



City of Lemon Grove Employment Opportunity

Recreation Leader I/II

(Maximum 1,000 hours a year, approximately 20 hours a week, Part-Time/Temporary, No Benefits)

Deadline: Accepting applications on a continuous basis

HOURLY SALARY RANGE: Recreation Leader I \$8.33 – 10.12 Recreation Leader II \$11.27 – 13.69

SUMMARY

Under direct supervision of the Community Services Superintendent. Provide supervision to youth programs and responsible for the operation and safe implementation of recreational programs and/or activities.

TYPICAL DUTIES

Recreation Leader I

Assist with presentation of youth and adult recreation programs, special events, and other social and recreational programs; provide leadership in athletic and social programs; maintain discipline in all play areas; ensure necessary precautions are taken to ensure safety of recreation participants and spectators; perform required office duties, and other duties as assigned.

Recreation Leader II

Provide supervision of recreation leaders and aides; supervise, lead or assist with planning and presentation of youth and adult recreation programs, special events and other social and recreational programs; provide leadership in athletic and social programs; maintain discipline in all play areas; ensure necessary precautions are taken to ensure the safety of recreation participants and spectators; day, evening, night, holiday, and weekend work may be required; and other duties as assigned

DESIRED MINIMUM QUALIFICATIONS:

EDUCATION, EXPERIENCE AND LICENSES

Recreation Leader I

Minimum of 18 years of age is required, graduation from high school (or GED program)

Recreation Leader II

Minimum of 18 years of age is required, graduation from high school (or GED program) with two (2) years experience in the Recreation field required

Possession of, or ability to obtain, an appropriate, valid California driver's license

KNOWLEDGE, SKILLS AND ABILITIES

Working knowledge of equipment, materials and supplies used for recreation programs; knowledge of objectives and methods of recreation programs; knowledge of applicable safety precautions; knowledge of methods used to enlist the support, interest and participation of youth and adults. Ability to work independently and complete daily activities according to work schedule; ability to lift moderate to heavy objects, walk, stand or sit for long periods of time.; ability to communicate orally and in writing; ability to understand and carry out written and oral instruction; ability to establish and maintain effective working relationships with others; and ability to work with diverse cultural and socioeconomic groups.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions. While performing the duties of this job, the employee is regularly required to reach with hands and arms, use hands to fingers, handle, feel or operate objects, tools or controls. The employee is frequently requested to stand, walk, smell, hear and talk; occasionally required to sit, climb or balance, stoop, kneel, crouch, or crawl. Moderate to heavy lifting may be required. Specific vision abilities require close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing duties of this job, the employee regularly works in inclement weather conditions; and may need to travel from site to site. The noise level in the work environment is usually loud.

SELECTION PROCESS

This position will be filled as needed; all applications will be kept on file for 6 months. Following a review of applications submitted at time of vacancy, the most qualified applications will be selected for an interview for the appraisal of experiences, training and qualifications.

FINAL FILING DATE

A completed City application is required for consideration. Resumes will not be accepted in lieu of a completed application. Please turn in or mail completed applications to Lemon Grove City Hall Attn: Human Resources, 3232 Main St, Lemon Grove, CA 91945. You can pick up an application at City Hall or at www.ci.lemon-grove.ca.us/jobs

THE CITY OF LEMON GROVE IS AN EQUAL OPPORTUNITY EMPLOYER

The City of Lemon Grove does not discriminate on the basis of race, color, national origin, sex, religion, age marital status or disability. Should you require accommodations for testing, please advise at the time of application submittal.